

COVENTRY HOUSING AUTHORITY

MINUTES

AUGUST 17, 2011

The Chairman, Robert DiPadua, called the meeting to order at 4:30 and the following commissioners were present: Paul Pasch, Rosalie Jalbert, Rebecca Parenteau, and Maurice DeGraide. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.

MINUTES:

Motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to approve the minutes of the July 20, 2011 meeting as presented. Motion carried with all in favor.

TREASURER'S REPORT:

After review of expenditures, motion was made by Commissioner Pasch and seconded by Commissioner Jalbert to approve the Treasurer's Report as submitted. Motion carried with all in favor.

The Year To Date Financials through May 31st show a net loss due to utilities, however this will catch up through the year. Julie reports

that HAP money is being spent as well as possible and the Authority is staying leased up.

EXECUTIVE DIRECTOR'S REPORT:

Julie informed the board that the Housing Authority was one of only two authorities to earn the HUD designated PHA star for quarter three of 2011 by having zero deficiencies within the EIV Identity Verification System.

The audit work has been completed in-house and while the financials are being drafted, Julie reports that the Housing Authority is once again 100% compliant in both financial reporting and tenant files.

The tenant breakfasts for Public Housing residents of the Authority went very well. The Housing Manager, Resident Services Coordinator, Maintenance Foreman, Commissioner Parenteau and Julie gave reports to the tenants.

Construction Update:

- a) The NRT Sidewalks/Paving project is complete, the punch list is complete and the project is awaiting closeout invoice.
- b) Weatherization work at NRT is complete with final inspections to take place this week.

Julie is including two draft letters in today's packet to be sent to Congressional legislators. If anyone has suggestions for changes, Julie suggested that they let her know.

The conference room at Alton Jones has been reserved for Wednesday, October 12th for discussion of the budget. The meeting will begin at 9 a.m. and will include lunch.

Also included in today's packet is the July 2011 NERC Journal.

MAINTENANCE REPORT:

Commissioner Pasch stated that he was pleased to see no overtime for routine calls.

HOUSING REPORT:

Public Housing is 99% leased up, rental income is over \$20,000 and the new subsidy is reflected for the first seven months. The Housing Choice Voucher Program is 100% leased up with plans to continue this way. All is well at Crossroads.

RESIDENT SERVICE COORDINATOR:

The foot clinic and the blood pressure clinic continue. Knitting and craft groups are going well. The Fiddle Fit program continues to be offered.

FAMILY SELF-SUFFICIENCY:

The number of participants receiving escrow has increased. Two banks donated \$100 savings bonds to the winners of the poster contest.

UNFINISHED BUSINESS:

A) Resolution 2011-06; Amendment to A & O Policy: Chairman DiPadua read the following amendment: “A deduction anticipated to be paid by the family for the use of a Personal Emergency Response System but only for those who receive a written opinion by a licensed physician of the need for the use of a Personal Emergency Response System for the health and welfare of the user. The amount deducted shall reflect the reasonable charge for such device and service.” The following resolution was introduced by Chairman DiPadua; read in full and considered: Resolved to amend the Admissions & Occupancy policy of the Coventry Housing Authority (as presented); Section 4-8 Determination of Income as it relates to a resident Personal Emergency Response System. Commissioner Pasch moved that the forgoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Parenteau and upon roll call the vote was as follows: Commissioner Pasch – aye, Commissioner Parenteau- aye, Commissioner Jalbert – abstained, Commissioner DeGraide – aye and Chairman DiPadua – aye.

B) Sewer Easement – North Road Terrace (tabled).

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NEW BUSINESS:

A) Maintenance Uniform Service Contract: This contract is up for renewal. Julie is getting two more prices. This will be discussed when new prices are received.

B) Hartford Paving Corporation - Application #4/final payment: Motion was made by Commissioner DeGraide and seconded by Commissioner Jalbert to pay this invoice. Motion carried with all in favor.

C) Resolution 2011-07 - 2011 Budget Revision 1: Julie informed the board that final income numbers are now available. Resolution 2011-07 was introduced by Chairman DiPadua; read in full and considered: Resolved, to amend the CY 2011 Budget of the Coventry Housing Authority as presented. Commissioner Pasch moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Jalbert. Commissioner Parenteau stated that she feels that the Authority employees deserve raises. Commissioner DeGraide agreed with this. Commissioner Jalbert questioned whether the raises would now be tied to the fiscal

year and Julie responded that they would because the numbers are not known until later each year. Commissioner Pasch stated that he feels that fiscal raises are a better idea, although he does not agree with 3% across the board. Chairman DiPadua stated that he feels that Julie handled budget increases the right way and agrees that it is necessary to wait until later in the year when true numbers are known before raises are given. Upon roll call the “Ayes” and “Nays” were as follows: Commissioner Pasch – aye, Commissioner Parenteau- aye, Commissioner Jalbert – aye, Commissioner DeGraide – aye and Chairman DiPadua – aye.

OPEN DISCUSSION:

Commissioner Jalbert stated that she sent Julie an e-mail regarding a policy about the Providence Housing Authority going smoke free. Julie has received other Housing Authority policies and she explained that most of them start with a survey to the residents. The plan is for the new buildings to be smoke-free.

There being no further business to discuss, motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to adjourn. Motion carried with all in favor.

Gail T. Woodward
Recording Secretary